

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, May 13, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson	Chair
	Audrey Nelsen	Vice Chair
	Bruce DeBlieck	Member
	Rick Fagerlie	Member

Others present: Council Member Jim Dokken; Director of Public Works Sean Christensen; Chief of Police Dave Wyffels; David Little, "West Central Tribune."

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:47 p.m.

Item No. 2 Public Comments

No public comments.

Item No. 3 Contract No. 1301-A: Change Order #1 (Motion)

Staff presented a recommendation to approve Contract No. 1301-A Change Order #1. The project was awarded to Duininck Inc. on May 9, 2013 for the street improvements to Kandiyohi Avenue SW from 1st Street to 7th Street SW, and 11th Street to 15th Street. Staff noted minor extra work was required to correct grade and drainage problems. Change Order No. 1 in the amount of \$10,875.60 was negotiated with the contractor to address the added work. Project funding was discussed with the committee, noting the design engineer has agreed to pay additional contract costs for completing the work. The Committee questioned if the work solved the grade and drainage problems and asked staff to look further into it.

Following discussion a motion was made by Council Member DeBlieck and seconded by Council Member Nelsen to table the Contract No. 1301-A Change Order #1.

Item No. 4 Declare Costs to be Assessed and Order Assessment Roll- Project No. 1401 (Resolution)

The Committee reviewed a summary of the bids opened for the Gorton Avenue NW and 9th Street NW Improvements City Project No. 1401. At this time the City Council is required to declare the costs to be assessed in accordance with the requirements of Chapter 429, State of Minnesota Statutes. Staff is recommending the improvements with based on Bid Alternate B to use bituminous surfacing.

A motion was made by Council Member Nelsen and seconded by Council Member DeBlieck to declare the costs to be assessed and order preparation of assessment roll for the improvements. The motion carried.

Item No. 5 Call for Assessment Hearing- Project No. 1401 (Resolution)

The Committee was informed that the staff is in the process of preparing the assessable footage and amounts for each affected property. It is at this time the affected property owners are to be notified of their assessed amount and a hearing date set.

A motion was made by Council Member DeBlieck and seconded by Council Member Fagerlie to set an Assessment Hearing for June 16, 2014. The motion carried.

Item No. 6 Declare Costs to be Assessed and Order Assessment Roll- Project No. 1404 (Resolution)

The Committee reviewed a summary of the bids opened for the 12th Street SE Improvements City Project No. 1404. At this time the City Council is required to declare the costs to be assessed in accordance with the requirements of Chapter 429, State of Minnesota Statutes. Staff is recommending the improvements with based on Bid Alternate B to use bituminous surfacing.

A motion was made by Council Member Nelsen and seconded by Council Member DeBlieck to declare the costs to be assessed and order preparation of assessment roll for the improvements. The motion carried.

Item No. 7 Call for Assessment Hearing- Project No. 1404 (Resolution)

The Committee was informed that the staff is in the process of preparing the assessable footage and amounts for each affected property. It is at this time the affected property owners are to be notified of their assessed amount and a hearing date set.

A motion was made by Council Member DeBlieck and seconded by Council Member Nelsen to set an Assessment Hearing for June 16, 2014. The motion carried.

Item No. 8 Declare Costs to be Assessed and Order Assessment Roll- Project No. 1403 (Resolution)

The Committee reviewed a summary of the bids opened for the 23rd Street SW, 10th Street SW, 9th Street SW, 7th Street SE, and 25th Street SE Improvements City Project No. 1403. At this time the City Council is required to declare the costs to be assessed in accordance with the requirements of Chapter 429, State of Minnesota Statutes. Staff is recommending the improvements with based on Bid Alternate B to use bituminous surfacing.

A motion was made by Council Member Fagerlie and seconded by Council Member DeBlieck to declare the costs to be assessed and order preparation of assessment roll for the improvements. The motion carried.

Item No. 9 Call for Assessment Hearing- Project No. 1403 (Resolution)

The Committee was informed that the staff is in the process of preparing the assessable footage and amounts for each affected property. It is at this time the affected property owners are to be notified of their assessed amount and a hearing date set.

A motion was made by Council Member DeBlieck and seconded by Council Member Nelsen to set an Assessment Hearing for June 16, 2014. The motion carried.

Item No. 10 Private Archery Range Request (Motion)

The committee reviewed staff's requests for approval of a permit application allowing construction/use of private archery range design as illustrated on the application. The permit was reviewed by Chief Wyffels and approved for Jody Freiborg, residing at 508 NW 34th Street.

A motion was made by Council Member DeBlieck and seconded by Council Member Nelsen, to authorize the Private Archery Range Permit Request.

Item No. 11 Old Business

Police Chief Dave Wyffels noted the jail census for May 14, 2014 was 97, and that the calls for service for the previous two weeks totaled 614.

Item No. 12 New Business – Project No. 1408 (Resolution)

Staff presented a recommendation to award the 2014 Seal Coating, Project No. 1408 contract to Caldwell Asphalt Co., Inc. in the amount of \$23,365.85 and authorize the Mayor and City Administrator to execute the agreement on behalf of the City.

A motion was made by Council Member Fagerlie and seconded by Council Member Nelsen that the contract be awarded for the 2014 Seal Coating, Project No. 1408 to Caldwell Asphalt Co., Inc. in the amount of \$23,365.85. The motion was carried.

There being no further business to come before the Committee, the meeting was adjourned at 5:28 p.m. by Chair Christianson.

Respectfully submitted,



Sean Christensen, P.E.
Public Works Director